The following questions were provided by attendees at the Office of Workforce Development Proposers Conference for the Youth Program Request for Proposals issued on March 22, 2006. The questions were provided by attendees on index cards and were not edited by OWD staff.

ALSO PLEASE NOTE THAT THERE IS AN ERROR ON PAGE 10 OF THE RFP. The last sentence in paragraph c.2. which reads "No currently funded....." is not applicable to this RFP and should have been deleted from the RFP. Current providers are eligible to apply.

Questions from Proposers' Conference
April 4, 2006

1. **How much money is available for this competition, how many awards are expected to be made, and what is the average award mount per year?**

    The Office of Workforce Development (OWD) has not been notified by the Department of Labor of the WIA Youth allotments for Program Year 2006. We anticipate having approximately 3 million for funding recommended programs.

    In the past, awards have ranged from less than $100,000 to $500,000 or more. Proposed costs must be necessary and reasonable. All approved proposals are subject to negotiation.

2. **We currently serve 15 year olds who are court-ordered out of school. Will these individuals still be eligible for our program, provided we are refunded and they meet all other eligibility requirements? (reference page 10 – Scope of Request C.5. Participant Eligibility – Out-of-School Youth)**

    Yes, if otherwise eligible based on income. Enrollment of eligible 15 year olds would be subject to the negotiation process of approved proposals.

3. **Is assessment/case management paid for by CareerLink or can it be included in the proposal?**

    Assessment costs such as the Workkeys® assessments can be included in the proposal budget. Proposers should note there are interim assessments available for little or no cost from CareerLink offices.

4. **Who or what determines disability of in-school youth?**

    The Department of Rehabilitation Services or documentation from a professional such as a medical doctor or clinical psychologist.

5. **Tuscaloosa's the only county not listed in a region. Is that an error, or not included intentionally?**

   That was an error. Tuscaloosa county should be listed in Region 3.

6. **Should we include letters of support or commitment from cooperating employers? If so, is there room in the proposal for an appendix, with no limit on the number of pages?**

   You may include letters of support or commitment from employers as an appendix to your proposal. There is not a specified limit on the number of pages.

7. **Can we get a copy of the RFP in word format? If not the RFP, can we get the forms electronically other than ADOBE?**

   The RFP is available on OWD's website (owd.alabama.gov). We do not have the forms electronically available other than the Adobe version on the website.

8. **Should you contact ONLY the Regional Council for the program area you are writing for versus all of the Regional Council members?**

   Only the Regional Council that cover the areas proposed to be served.

9. **Will ADECA recognize an occupational diploma as an equivalency to a GED or regular high school diploma?**

   Yes. Any Department of Education approved diploma is recognized.

10. **What is the definition of an offender?**

    Offender is defined in Attachment C of the RFP.

11. **Who determines or recognized the certification for work readiness?**

    This is a locally recognized certificate and will not be counted as a credential under the new common measures definition provided by the US Department of Labor.

12. **If proposed service areas cross into more than one Advisory Council area, must both councils endorse?**

    No. Only one endorsement is needed.

13. **Is there any provision for coordinating with courts and probation services, special education, etc. to make these "special populations" a part of this, including drug and alcohol problems which are numerous in many areas?**

    The outcomes we are looking for are connections to jobs not "social services". Support services may be needed to meet that goal, but support is not the primary service.

14. **Who should do follow-up? Should it be an outside evaluation?**

    Follow up services are provided by Career Center staff. Outside or independent evaluation of programs are not required.

15. **Please explain "shared resources leveraged from outside Industry Cluster addressed by program, e.g. Life Sciences . . . . " (reference page 23, Proposal Evaluation Criteria – Program Design – Cost Effectiveness)**

    We want proposers to develop partnerships, as appropriate, with agencies/organizations providing jobs, careers, and education. How you connect with existing agencies to provide a broad array of services without duplicating cost or services.

16. **Can we employ persons outside of the county where the grant is issued?**

    Yes.

17. **Career Centers currently coordinate all eligibility. Will bidder be able to determine eligibility with approval by CareerLink? (reference page 11, Eligibility Determination)**

    Career Centers currently determine eligibility certification and will continue to do so. Youth providers should assure that youth have all necessary documents to complete eligibility certification in a timely manner.

18. **Can you provide an example of how the budget narrative should be written?**

    See pages 32-35 of the RFP document for a detailed example of a budget narrative.

19. **Will any merit (extra consideration) be given to areas where economy is poor or has suffered job losses in recent years?**

    No. Points are not awarded on that basis alone. However, the AWIA Youth Council may look at geographic considerations in making recommendations to the Workforce Investment Board.

20. **How do you measure someone who requires "additional assistance" to complete educational program or secure and hold employment?**

    The definition of neediest youth is defined by the US Department of Labor and is listed on page 11 of the RFP.

21. **In our proposal, is it appropriate to design a program for up to three years? Of course, each year, it would be a new clientele, and it would subject to all applicable provisions of WIA?**

    Any approved proposal is funded initially for only one (1) year. Approved proposals may be refunded for up to two additional years (one year at a time)

dependent on the availability of funds, performance outcomes, and the recommendation of the Youth Council.

22. **Disabled youth do not have to be eligible as to income, right?**

No, all youth have to be low income. Disabled youth can be broken out as a family of one. Only the youth's income will then be used for eligibility determinants.

23. **Although the focus in on youth ages 16-21, can youth ages 14-15 be included to a small degree in this proposal?**

The definition of youth for WIA is ages 14-21. We are asking proposers to focus on the 16-21 age group. If 14-15 are included, this would be subject to part of the negotiation process.

24. **Could WIA pay for job training at a facility for lower functioning students like Goodwill?**

Cost for training such as tuition at a training provider is an allowable WIA cost.

25. **Are all areas currently being served?**

There is not a youth program service in every county. However, Career Center services are available in all areas.

26. **How long can a youth remain enrolled in the program?**

There is no time limit, as long as the provider is able to provide services and all goals have not been achieved.

27. **What item on the Disclosure Statement should be checked, proposal or grant proposal?**

Check "Request for Proposal".

28. **Can WIA pay for students to participate in the Focus Industry Training program?**

Stipends for participants may be included in a proposer's budget. This would be negotiated if a proposal is approved for funding. However, current AWIA policy does not provide for stipends to be paid to trainees.